



## Southern Maryland Film Festival Submission Rules and Regulations

*NOTE: The capitalized terms in Sections I – IV and on the Submission Form shall be understood as having the definitions and descriptions assigned to them in the paragraphs below:*

The following is an explanation of rules and regulations (“Rules and Regulations”) governing the submission of a film (hereafter called the “Film”) to the Southern Maryland Film Festival Steering Committee (hereafter called “Committee”) for consideration for the 2018 Southern Maryland Film Festival (hereafter called “SMFF”).

By signing the official SMFF submission form, the person submitting the Film (hereafter called the “Applicant”) acknowledges that he or she has obtained consent from any and all owners, creators, writers, producers, and/or other authorized representatives of the Film (hereafter called the “Film’s Owners”) whose consent is required to submit the Film to the Committee, and has read, understood, and agrees to abide by the Rules and Regulations set forth below:

### GENERAL RULES AND REGULATIONS FOR SUBMISSION OF A FILM TO THE SOUTHERN MARYLAND FILM FESTIVAL:

#### Section I – Qualifications, Categories and Definitions

- 1) All submissions must satisfy at least one of the following requirements:
  - a. The producer, writer, and/or director of the Film must have resided for at least one year in Charles County, St. Mary’s County, or Calvert County, including at the time of submission; OR
  - b. The producer, writer, and/or director is currently a student of a school that is located in Charles County, St. Mary’s County, or Calvert County; OR
  - c. The Film was shot at least partly in Charles County, St. Mary’s County, or Calvert County; OR
  - d. The subject of the Film occurs or has occurred primarily in Charles County, St. Mary’s County, or Calvert County.
  - e. Submissions made outside of restrictions (a-e) above may still be considered for exhibition only.
- 2) If the Film’s final running time is projected to be less than 50 minutes, the Film may only be submitted as a Short Film.
- 3) If the Film’s final running time is projected to be 50 minutes or more, the Film may only be submitted as a Feature Film.

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- 4) "Adult" is defined as any writer, director, or producer of the film being at least 18 years of age, but not a registered High School student at the time of submission.
- 5) "High school" is defined as either the writer or director (whoever is oldest) is still in high school at the time of submission. A parent/guardian must cosign submission documentation.
- 6) "Middle school" is defined as either the writer or director (whoever is oldest) being in school up to but not beyond 8<sup>th</sup> grade at the time of submission. A parent/guardian must cosign submission documentation.
- 7) "Elementary school" is defined as either the writer or director (whoever is oldest) being in school up to but not beyond 5<sup>th</sup> grade at the time of submission. A parent/guardian must cosign submission documentation.
- 8) Therefore, the eligible categories of the submissions are:
  - a. Adult feature length
  - b. Adult short subject
  - c. Adult documentary-feature length
  - d. Adult documentary-short subject
  - e. High school
  - f. Middle school
  - g. Elementary school
- 9) The Committee will make the final decision on the category most appropriate for each Film.

#### Section II – Film Submission and Selection

- 1) All submissions must be **postmarked no later than midnight May 18, 2018**. Any submissions posted after this date will not be considered for the festival.
- 2) Send all submissions to:  
The Southern Maryland Film Festival  
C/O Bill Stea  
PO Box 241  
Pomfret, MD 20675
- 3) All Films must be clearly labeled, with all completed submission documentation included.
- 4) Films may only be submitted once. Applicants may submit up to two of their own films. Failure to follow this guideline may result in disqualification for the festival for that year.
- 5) **All submissions must be in MP4, MOV, MPEG, or H264 format on a DVD or flash drive.** Submissions not in these formats will not be considered, nor will submissions be considered if their discs do not work or malfunction during viewing by the Committee.
- 6) Films may be consolidated onto single discs to show continuously on the day of the festival; some aspects of the film (such as aspect ratio) may be unavoidably affected by the transfer.

- 7) DVDs are encouraged (but not required) to also contain an edited trailer for the Film (30 seconds – 3 minutes in length), which would be utilized by the SMFF for marketing purposes (Please keep trailers appropriate for all audiences).
- 8) Submission to SMFF does not guarantee selection for the festival.
- 9) Final selections of Films for presentation at the SMFF will be made by the Committee; Applicants of selected Films will be contacted by June 15, 2018.
- 10) Films may not be returned.
- 11) By submitting a Film, the Film Owners agree to allow the Southern Maryland Film Festival and the Leonardtown Arts and Entertainment District, full permission to publicly screen this film in any venue or format deemed appropriate by the Committee. The Film Owners further agree to allow their Film to be screened or broadcast at future events or on television, the Internet, or theatrically. Film Owners retain full rights of the Films within one year after the SMFF, or after the additional screenings and/or rebroadcasts, whichever occurs first.
- 12) The Committee retains the rights to ask Film Owners to edit content for SMFF approval. This may include (but not be limited to) misspellings, factual errors, or content deemed too explicit for Festival viewing.

#### Section III - Prizes

- 1) Prizes may change between the initial posting of submission rules and the actual date of the festival.
- 2) Winners of the Jury Prize in each category will be based upon votes placed by a panel of film, entertainment, and arts education professionals selected by, but separate from, the Committee.
- 3) Winners of the People's Choice Awards will be based on audience votes cast and tallied the day of the event. Each audience member is allowed one vote per movie category. Excessive votes by an audience member toward any film will result in that member's votes being disqualified, and may include disqualification of the film.

#### Section IV – Legal Responsibilities

- 1) The writer, director, and producer of each Film (and/or parent/guardian of said crew members if under 18 years of age) bear full responsibility for all content in their submission.
- 2) Any legal or civil violation in the content of their Film is the responsibility of the Film Owners.
- 3) All music in the Film is required to be owned or licensed by the Film Owners, and must be documented through the music cue sheet provided.
- 4) The Southern Maryland Film Festival, the Commissioners of Leonardtown, the Town of Leonardtown, the Leonardtown Arts and Entertainment District, the SMFF sponsors, and the SMFF venue owners bear no legal responsibility for any legal or civil actions resulting from submitted Films.

- 5) The Southern Maryland Film Festival reserves the right to update the Rules and Regulations as needed.

